



Port Isaac • Trelights • Port Gaverne

NOTICE AND AGENDA OF THE FULL COUNCIL MEETING TO BE HELD IN ST ENDELLION HALL ON MONDAY, 13th DECEMBER 2021

Attendee numbers are limited due to Covid restrictions, therefore, members of the public who wish to make representations on any of the items listed below are asked to contact the Clerk by noon on 13th December 2021.

NOTE – face coverings should be worn.

Minute	AGENDA ITEMS	Action
	Present –	
	Chairman’s Welcome / Public Forum – Members of the Public may address the Council for a maximum of three minutes, prior to the commencement of the meeting. All comments are to be directed to the Chair of the meeting.	
208/2021	Apologies –	
209/2021	Members’ Declarations <ol style="list-style-type: none"> a. <i>Pecuniary/Registerable Declarations of Interests</i> – Members must declare an interest, which has been declared on their Register of Financial Interests form, relevant to the agenda. b. <i>Non-registerable Interests</i> – Members must declare non-pecuniary interests at the start of the meeting or whenever the interest becomes apparent c. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds d. <i>Dispensations</i> – Members to consider any written requests for dispensations. 	
210/2021	Minutes of Meetings – <ol style="list-style-type: none"> a. <i>Full Council Meeting</i> – 8th November 2021. 	
211/2021	Outside Organisations and Reports <ol style="list-style-type: none"> a. <i>Parish Council Chairman</i> – Members to receive a report. b. <i>Playing Fields Project Development Working Party</i> – Members to receive a verbal report; to include possible allotment provision. c. <i>Cornwall Council</i> — Members to receive a report. 	<p>Cllr. Raynor</p> <p>Cllr. Button</p> <p>Cllr. Mould</p>

	<p>d. <i>Network Panel</i> – Notes of the meeting held on 11th November 2021 were circulated via email. The next meeting is scheduled to be held on 10th January 2022.</p> <p>e. <i>Police</i> – previously emailed.</p> <ul style="list-style-type: none"> • <i>Police</i> – the Police and Crime Commissioner, Alison Hernandez, published her new Police and Crime Plan on 12th November 2021. View on: https://www.devonandcornwall-pcc.gov.uk/about-us/police-and-crime-plan-2021-2025/ • <i>A Guide to Recognising, Recording and Reporting Anti-Social Behaviour (ASB)</i> – published by the Neighbourhood Watch Network and circulated via email. • <i>Bodmin/Wadebridge Neighbourhood Police Team Newsletter</i> – October 2021. 	
212/2021	<p>Planning Applications – Members to consider the following, including any received after the agenda had been published.</p> <p>a. PA21/05810, Saint Endellion Barn Port Isaac – erection of utility outbuilding. Cllr. Williams explained that the new access cannot be added to a householder application.</p> <p>b. PA21/07472, 3 and 7-9 Middle Street Port Isaac – change of use to convert shop to bakery and residential space to guest accommodation. Replacement single-storey rear extension, works to roofs, windows and doors. Deferred until revised plans are received.</p> <p>c. PA21/07473, 3 and 7-9 Middle Street Port Isaac – Listed Building Consent for change of use to convert shop to bakery and residential space to guest accommodation. Replacement single-storey rear extension, works to roofs, windows and doors. Deferred until revised plans are received.</p> <p>d. PA21/06285, The White House and Cottage 3 and 3A Roscarrock Hill Port Isaac – building of existing stone retaining walls and steps and retrospective consent to retain existing element previously constructed without consent. Teams Meeting held on 11th November 2021. Fresh planning app with same number https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QUU22VFGHI900</p> <p>e. PA21/06286, The White House and Cottage 3 And 3A Roscarrock Hill Port Isaac – Listed Building Consent for re-building of existing stone retaining walls and steps and retrospective consent to retain existing element previously constructed without consent. Fresh planning app with same number https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QUU22WFGHIA00</p> <p>f. PA21/09929, Long Cross Hotel Trelights – conversion of existing Love Shack and Vinery into an annexe and existing Stable into Gym/Study. Remove the various C20th extensions and re-ordering with new single-storey extension to form Basement under terrace and rear dining room. Construction of 2No. detached garages with associated landscaping and swimming pool. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=R0B4QDFGFUT00</p> <p>g. PA21/10862, Westaway Road from Long Cross to The Barton Trelights – replacement of existing conservatory with single storey extension including internal reconfiguration. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=R1VZSOFGL8F00</p>	

	<p>h. PA21/07472, 3 And 7-9 Middle Street Port Isaac – change of use to convert shop to bakery and residential space to guest accommodation. Replacement single-storey rear extension, works to roofs, windows and doors. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QWLEP4FGIRD00</p> <p>i. PA21/07473, 3 And 7-9 Middle Street Port Isaac – LBC for change of use to convert shop to bakery and residential space to guest accommodation. Replacement single-storey rear extension, works to roofs, windows and doors. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QWLEP6FGIRE00</p> <p>j. PA21/11248, Orcades Port Gaverne Port Isaac – Certificate of lawfulness for proposed use: Erection of a dwelling as permitted under PA19/09377 dated 10th January 2020. https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=R2ELA2FGGZM00</p>	
213/2021	<p>Other Planning Matters – including any items received after the agenda had been published.</p> <p>a. <i>Social Housing</i> – Members to receive an update; to include a proposal to contribute towards Management Liability package for CLT Members.</p> <p>b. <i>Planning Presentations</i> – Members to receive an update to include purchase of a portable screen to present planning proposals</p> <p>c. <i>Planning Appeal</i> – PA20/09912, Land At Bodieve – Outline application for residential development including access of up to 245 new homes (to include 30% affordable homes), new relief road from Ball Roundabout to B3314, new public open space (including play area and community orchard and cycle path/amenity walkway), extensive new tree planting and new habitat creation (including 1.75ha. of new woodland planting and 0.25ha of new wildlife ponds).</p>	<p>Cllr. Williams</p> <p>Cllr. Williams</p>
214/2021	<p>Planning Applications Approved by CC – information only.</p> <p>a. PA21/04363, 36 New Road Port Isaac – Variation of Condition 2 (approved plans) of Application No. PA19/06645 dated 15th January 2020 (Demolition of dwelling and replacement with new dwelling).</p> <p>b. PA21/07379, 7 Silvershell View Port Isaac – proposed remodelling of interior and extension.</p> <p>c. PA21/09675, Sea Glass Port Gaverne – Variation of Condition 2 (approved plans) of Application No. PA20/03092 dated 2nd June 2020 (Roof extension over garage to first and second floor to include rear flat roof dormer and two traditional pitched dormers to front. Construction of new access steps to rear terrace).</p> <p>d. PA21/06026, White House Cottage 3A Roscarrock Hill Port Isaac – two-storey extension to the rear of the property with glazed link between the existing summer room and dwelling (Revision to previously approved planning application PA19/09978) footprint made larger.</p> <p>e. PA21/08420, White House Cottage 3A Roscarrock Hill Port Isaac – Listed Building Consent for a two-storey extension to the rear of the property with glazed link between the existing summer room and dwelling (Revision to previously approved planning application PA19/09978).</p>	

	<p>f. PA21/09869, Glendale Trelights – erection of a new 1-bedroom dwelling on the land adjacent to Glendale Cottage and provision of 1 no. car parking space to Glendale Cottage.</p>	
215/2021	<p>Environmental / Amenity Matters – including the Contract & Maintenance Supervisor Report and any items received after the agenda was issued:</p> <p>a. <i>Public WCs</i> – Members to receive updates on the following:</p> <ul style="list-style-type: none"> • <i>Main WC</i> – update regarding provision of electricity to replace the solar supply to the ticket machines. • <i>Roscarrock WC</i> – update regarding refurbishments of the WC block. • <i>New Road WC</i> – <p>b. <i>The Main Car Park Ticket Machines</i> –</p> <p>i. <u>Armtrac Proposal</u> – Armtrac offer two options for the installation of a new parking management payment system, including payment machines with additional support of Automatic Number Plate Recognition (ANPR) camera technology at the Port Isaac main car park to capture the registration plates of all vehicles using the facility. Full details previously emailed.</p> <p>ii. <u>Flowbird Proposal</u> – Flowbird had provided a quote for upgrades to all machines including vehicle registration. The electrical requirements needed to support the new equipment will also have to be upgraded with each new solar panel.</p> <p>iii. <u>Electric Supply</u> – a site meeting had been held with Western Power to seek ways to meet future energy needs for the car park and Playing Field. Ms Jon’s written report had been circulated to Members (copy on file).</p> <p>NOTE – Mr Julian Harris had been asked for a quote to supply the lower ticket machines with mains electricity supply, to include an electric charge point for vehicles too.</p> <p>c. <i>Play Area</i> – Members to receive any response from Mr Adrian Fitzgerald, CC to establish if it is possible to add the play area to CC’s “dog exclusion” bylaw.</p> <p>d. <i>Trelights Village Green (TVG)</i> – Members to receive an update i.r.o. registration of the land with the Land Registry.</p> <p>e. <i>War Memorial</i> –</p> <p>f. <i>Seaweed Farm in Port Isaac Bay</i> – Members views are sought i.ro. an application for a marine license to establish a seaweed farm in Port Isaac/Padstow. Details previously emailed.</p>	
216/2021	<p>Farmers Market (FM) – Members to receive an update regarding the lease.</p>	
217/2021	<p>Highway Matters –</p> <p>a. <i>Residents Parking</i> – Members to receive an update regarding:</p> <p>i. Access to decorative gravel area – further information on the scheme had been provided to those who had expressed an interest.</p> <p>NOTE – Cllr. Penny had provided a list of CC’s approved contractors.</p> <p>ii. Unused Pavement Outside No.9 Hartland Road + Separate Area – Cllr. Penny to provide addresses of householders affected by the proposals and the Clerk to contact them for their views.</p>	

	<ul style="list-style-type: none"> b. <i>Hedge, Trewetha</i> – Members to consider any response from the landowner regarding a proposal to create a walkway to the village. c. <i>30mph Signs, Trelights</i> – Mr Oliver Jones, Highways provided a plan (previously emailed) and asked Members' opinion of the options i.r.o. the repositioning of the 30mph limit in Trelights. d. <i>Salt Box</i> – Mr Andy Hoskin, Highways advised he had asked for the grit bin to be removed, however as this is not an urgent safety issue this should be undertaken within the next 28 days 	<p>Cllr. Raynor</p> <p>Information</p>
218/2021	<p>Financial Matters – including any items received after the agenda is issued</p> <ul style="list-style-type: none"> a. <i>Accounts for Payment</i> – Schedule No.10/2021-22. b. <i>Bank reconciliation</i> – copy to be circulated via email. c. <i>Grant</i> – Members to consider a proposal that the parish council consider a grant of £10K to Port Isaac village hall towards the cost of a new roof. d. <i>Defibrillators</i> – there had been no response from local businesses regarding sponsorship of the units in Port Gaverne and outside John Bray. Deferred to the December meeting. e. <i>2022/23 Budget</i> – Members to advise the Clerk of any projects they wish the PC to consider in the next financial year. <p>NOTE – a draft budget will be circulated by the Clerk for consideration at the January meeting.</p>	Cllr. Penny
219/2021	<p>Administrative Matters –</p> <ul style="list-style-type: none"> a. <i>Monitoring Officers Meeting</i> – an email from Mr Simon Mansell, CC regarding the Code of Conduct for Members was previously emailed. b. <i>Bullying and Harassment Statement</i> – Members to consider adopting the Civility and Respect Working Group's suggested wording for display on the PC's website. Details previously circulated. c. <i>Wadebridge Leisure Centre</i> – Members to consider supporting Wadebridge Town Council in its challenge the consultation process. Details previously emailed. 	
220/2021	<p>Documentation / Correspondence – not covered elsewhere on the agenda, including any items received after the agenda had been issued</p> <ul style="list-style-type: none"> a. <i>Prosperous Cornwall 2050</i> – A Plan for Our Places (the Spatial Strategy). Survey can be found on: letstalk.cornwall.gov.uk/pc2050. Details emailed. b. <i>Jubilee Lottery Funding</i> – details found on: https://www.tnlcommunityfund.org.uk/news/press-releases/2021-11-17/over-22million-the-queens-platinum-jubilee c. <i>Forest for Cornwall</i> – for details of how to get involved in the Forest for Cornwall see: https://www.cornwall.gov.uk/forestforcornwall d. <i>Adult Social Care Strategies</i> – survey closes on 10th December 2021. Further details on: https://letstalk.cornwall.gov.uk/delivering-better-care. 	
221/2021	<p>Diary Dates – including any dates received after the agenda had been published. Details previously emailed</p> <ul style="list-style-type: none"> a. <i>Full Council Meeting</i> – 10th January 2022. b. <i>Secondary Council Meeting</i> – TBC. 	

222/2021	Information Only / Future Agenda Items – a.	
223/2021	Closed Session – in view of the special/confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded and they are instructed to withdraw.	
224/2021	Catering Kiosk – Members to consider the terms of the lease which will be available from 8 th January 2022. NOTE – Mr Daniel Sproull had provided a draft lease, previously emailed.	
225/2021	Meeting Closed –	

Signature: (Mrs Gillian Thompson)
Parish Clerk

Date: 6th December 2021

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